

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, August 21, 2013 at 6:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

TOWN COUNCIL SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bryan called the meeting to order at 6:06pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR GREG BRYAN
VICE MAYOR AL MONTOYA
COUNCILMEMBER BILL FITZGERALD
COUNCILMEMBER JOHN RUETER
COUNCILMEMBER CRAIG SANDERSON

Also present were:

Will Wright, Town Manager
Richard Turner, Town Planner
Melissa Malone, Town Clerk

3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Freda Rahnenfuehrer spoke on behalf the Grand Canyon Chamber and Visitors' Bureau (CVB). She stated that the CVB is back on track after some staff turnover and will be back to present to the Council in the near future.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Presentation from Art Babbott, Coconino County Supervisor

Supervisor Babbott spoke about several items including:

- Recent Forest Fires
- Cynthia Seelhammer is now on board as the Coconino County Manager.
- Coconino Rural Environment Corps' (CREC) upcoming work on the Community Park
- He recognized Judge Krombeen and his staff at the Williams Justice Court for their enthusiasm and dedication.
- He noted the completion of the work on getting Conditional Use Permit information from the County and he and the Council recognized Michele Ralston for all her work on that project
- Detention basins in the National Forest
- Access issues in the Big Boquillas Ranch – he presented a press release from the Arizona Game and Fish Department stating that the ranch will be closed to all except hunters
- He thanked the Council for supporting the protection of watershed areas around the National Park

- The AZ Corporation Commission will not make a decision about the Water Uranium Mine until 2014
- A transportation corridor study between Williams and the Grand Canyon will begin soon
- Articles in the media about the County Board of Supervisors and spending – He stated that there will be discussions at the Board about policies around spending

Vice Mayor Montoya asked about the fee at the Big Boquillas Ranch and whether there has been a discussion of discounts for locals. Mr. Babbott stated that “equal fees for all” is a consideration.

Councilmember Fitzgerald asked if the paved road (18) is an Indian Road and if it can be closed. Mr. Babbott answered that it is an Indian Road and that it may not be closed.

Mayor Bryan praised the work that Cynthia Seelhammer did for the Town of Tusayan when she was the Interim Town Manager.

B. Presentation from Judge Robert Krombeen, Williams Justice Court

Judge Krombeen spoke about an audit from the Supreme Court. The initial review earned a high grade. Today, his court had a County audit and, again, the auditor gave them high praise. He spoke about Andy Jolley, Tusayan Town Prosecutor, and his good relationship with the Court.

Andy Jolley echoed Supervisor Babbott’s comments about Judge Krombeen’s enthusiasm and the proficiency of his staff. He thanked National Forest Service Rangers for helping the Town with law enforcement. He stated that most criminal cases in Tusayan are domestic violence of residents and that there have been very few DUIs. He stated that he tries very hard to use the Town’s funds conservatively. He wants to work with the new Town Manager to develop a community service program as an alternative to fees. He congratulated the Town on the progress made in such a short time.

C. Presentation from Holly Krake of the National Forest Service

Fire Information Officer Holly Krake introduced Acting District Ranger Mike Lyndon. He stated that the Tusayan Flood Basin Project is on an expedited schedule. The public comment period is over on August 27. He said that the Forest Service would like to collaborate with the Town and the County if they choose to create public outreach information on the uranium mine. He introduced Dan Pearson, South Rim Fire Management Officer, who discussed recent fires in the area. He spoke about a new lightning caused fire (August 13th) which is being managed but being allowed to burn since it’s in an area which has not burned in over 40 years. It is expected to grow to about 300 acres.

Holly Krake spoke about the Skinner Fire; she stated that there was no recorded fire in that area so they managed it and let it burn naturally. There are 6 areas (totaling just under 5,000 acres) slated for prescribed fires this fall, beginning in early September. She offered a VIP Tour to the Council of the prescribed fire in the Tusayan South area when it is ignited.

Vice Mayor Montoya mentioned that smoke in Town recently caused closures of the heliports. He asked if warnings could be issued. Ms. Krake said that they issue warnings for prescribed fires. There was a question and answer session with the Council covering various information about forest fires.

D. Presentation from Richard Turner, Town Planner, on the Draft Tusayan General Plan

Richard Turner gave an overview of the General Plan process and the draft document which was included in the Agenda Packet and is posted on the Town website.

The next steps are: public comment period, Public Hearings at the Planning & Zoning Commission, and at the Council.

The Mayor urged the Council to give their input on the Plan to Mr. Turner and Manager Wright within the next 7 days before the draft goes out for general comment.

Councilmember Sanderson had questions about a few topics covered by the Plan including expressing concerns about reclaimed water usage requirements in residential areas. Councilmember Rueter spoke about reclaimed water grades and usage. He requested a meeting with Councilmember Sanderson and Mr. Turner to discuss reclaimed water.

5. CONSENT AGENDA

A. Minutes of the Town Council Special Meeting on 8/07/13, and the Regular Meeting on 8/07/13

B. Accounts Payable Billings

Vice Mayor Montoya recused himself from the vote on one reimbursement check to himself. Councilmember Rueter made a motion to approve the Consent Agenda. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

6. COMMITTEE REPORTS

A. Update from the Community Park Committee

Update to follow under Action Items (Item 8.B.).

B. Update from the Planning and Zoning Commission

Manager Wright and Councilmember Sanderson gave an overview of the Commission meeting last night:

- changes to the Grand Hotel signage was approved
- the Pink Jeep Tours CUP was amended to allow their vehicles to be parked in front of the building for more than one hour.

7. PUBLIC HEARING

A. Public Hearing on Rezoning Application Z2013-01, Fireside Ridge; a Request for a Change of Zoning from MHP (Manufactured Home Park) and G (General) to RM-10/A (Multiple Family Residential)

Planner Richard Turner gave an overview of the application and his staff report. He stated that there have been no objections to the request; it has been approved by the Planning and Zoning Commission; and he recommended approval by the Council.

Councilmember Fitzgerald requested that property owner and/or developer names be listed in the staff report.

Councilmember Sanderson stated that there was a concern at the Planning and Zoning Commission regarding over populating the single-room dormitories.

Carolyn Oberholtzer spoke on behalf of the applicant. Stated that she is now with Bergin, Frakes, Smalley & Oberholtzer and the new address is 4455 East Camelback. She stated that only a few rooms will have double occupancy for current, "grandfathered", employees..

Mayor Bryan opened the Public Hearing and asked for public comment. There were no comments so Mayor Bryan closed the Public Hearing.

8. ACTION ITEMS

A. Consideration, discussion, and possible approval of Rezoning Application Z2013-01, Fireside Ridge; a Request for a Change of Zoning from MHP (Manufactured Home Park) and G (General) to RM-10/A (Multiple Family Residential)

Councilmember Sanderson made a motion to approve the Rezoning Application following Staff recommendations number 1, 2, & 3. Councilmember Rueter seconded the motion and it passed on unanimous vote.

B. Consideration, discussion, and possible approval of revisions to the Community Park Master Plan

Manager Wright discussed the changes to the Master Plan as approved by the Community Park Committee and the Grand Canyon School District Board.

Andrew Aldaz, Project Manager for the School on this project, stated that Michael Taylor Architects had Jim Hall at Plateau Engineering designed the Master Plan along with J2 Engineering.

Councilmember Rueter discussed the changes and pointed out a letter from David Beery, Grand Canyon School District Athletic Director, stating that the field sizes meet requirements.

Councilmember Sanderson outlined some of the differences in the Plan.

Vice Mayor Montoya asked if there is a cost difference with the changes. Councilmember Rueter stated that the new plan should have a reduced cost since the existing APS access road will remain.

Councilmember Fitzgerald asked about additional parking spaces and provisions for bus parking and a turnaround. Councilmembers Rueter and Sanderson stated that there is nothing planned at this time but there is room for additional spaces.

Mayor Bryan asked about space for the restrooms. Manager Wright stated there is sufficient space in the plan. His concern is about the cost for installing water lines and wastewater lines. Mayor Bryan asked if the new plan was created by a certified surveyor. Councilmember Rueter answered yes. Mayor Bryan asked about the water lines. Councilmember Rueter stated that there is an easement and a plan for water but sewer is not available at this time.

Former Mayor Pete Shearer and current member of the South Grand Canyon Sanitary District Board stated that an easement for all utilities has been secured from the airport. He also stated that a turnaround for APS is planned which would accommodate buses too.

Additional engineering work can be done in the future with Professional Services with a current Town engineering company if needed.

Vice Mayor Montoya made a motion to approve the revisions to the Community Park Master Plan as proposed. Councilmember Rueter seconded the motion. After additional discussion, it passed on unanimous vote.

At 8:40pm the Council took a 10 minute break.

C. Consideration, discussion, and possible approval of Coconino Rural Environment Corps (CREC) Agreement

Manager Wright introduced the agreement between CREC and the Grand Canyon School District to clear the 3 acre property at the Community Park for ball fields. CREC gave him a quote over the phone of \$6,000. He stated that using CREC will save \$15,000 to \$25,000 based on quotes from private companies.

Councilmember Rueter stated that the Tusayan Fire District has volunteered to burn any slash piles that are created. He suggested putting a monetary cap on the approval.

Councilmember Sanderson suggested allowing for an overage.

Vice Mayor Montoya made a motion to support the CREC agreement and fund the \$6,000 to clear the 3 acres identified. Councilmember Rueter seconded the motion.

The Council confirmed with Kevin Dickerson, Business Manager at the School District, that this motion is sufficient for the School to proceed with this work. The motion passed on unanimous vote.

D. Consideration, discussion, and possible approval of Resolution 2013-10, Establishing an Employee Deferred Compensation Plan

Manager Wright introduced the Resolution which would create a 457 Retirement Program through Nationwide Retirement Solutions for employees, elected officials, and independent contractors. He stated that the plan would be eligible to roll over to the Arizona State Retirement System (ASRS) when the Town joins. The Council discussed the requirements of the contract with Manager Wright to compensate him for his retirement until the Town becomes a member of ASRS.

Vice Mayor Montoya made a motion to approve the Resolution. Councilmember Rueter seconded the motion and it passed on unanimous vote.

E. Consideration, discussion, and possible approval of the next phase of the Broadband Project with NI Solutions

Manager Wright introduced the proposal from NI Solutions.

Councilmember Rueter reviewed his conversation with Irshad Ansari and issues with the proposal. He suggested establishing a consultant rate per hour to determine a cost comparison of the wireless mesh option versus the fiber-in-the-ground option. He offered to walk the existing easements with NI Solutions to define them.

The Council discussed the options and decided to move ahead with Task 1 (minus the last sentence) of the proposal. They directed Manager Wright to work with NI Solutions to develop a new agreement to determine a cost-benefit analysis comparing a wireless mesh network to a fiber-to-the-home (to each parcel, not each home) network with costs for installation and annual operating costs. The agreement should not exceed \$3,000.

Councilmember Rueter made a motion to approve an agreement with NI Solutions for a cost benefit analysis not to exceed \$3,000 comparing the construction, installation, and operating costs of a wireless mesh network vs. a "fiber to the parcel" network including service to the airport and the National Forest Compound. Mayor Bryan seconded the motion. It passed on unanimous vote.

9. DISCUSSION ITEMS

None

Vice Mayor Montoya left the meeting at 10:18pm.

10. TOWN MANAGER'S REPORT

- The Town joined the National Joint Powers Buying Cooperative
- He made contact with the ADOT Photogrammetry department to get aerial photos of the ADOT improvements in Town.
- AVR System update – there are still technical issues to be resolved
- IPM will work on 2 projects: organizing the CUPs and the Building Fee Analysis
- Tusayan is becoming a Gateway Community to the Arizona Trail

- Arizona Municipal Risk Retention Pool notice – the Mayor will attend the meeting
- Model City Tax Code for Tusayan is in the packet
- Response to the comprehensive Economic Development request from NACOG is in the packet

11. FUTURE AGENDA ITEMS

- 9/3/13
 - Add to the Workshop the topic of Park Rules and Municipal Code Chapter 13 (Parks & Recreation)
- 9/4/13
 - Move Coconino Community College presentation to a later date
 - Adopt Park Rules
 - Wes Bauer will not be presenting to the Council
- Request CVB to present their intention on the branding study on 9/4 or 9/18

12. COUNCIL MEMBERS' REPORTS

Councilmembers Fitzgerald and Rueter will be attending the League of Arizona Cities and Towns Conference next week.

13. MAYOR'S REPORT

Mayor Bryan will also be attending the League Conference.

14. MOTION TO ADJOURN

Councilmember Fitzgerald made a motion to adjourn the meeting at 10:31pm. Councilmember Rueter seconded the motion and it passed on unanimous vote.

ATTEST:

Melissa A. Malone
Melissa A. Malone, Town Clerk

Greg Bryan, Mayor 9/4/13
Date

CERTIFICATION

State of Arizona)
) ss.
Coconino County)

I, Melissa Malone, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on August 21, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 29th day of August, 2013.

Melissa A. Malone
Town Clerk